



Town of Dumfries  
Council Meeting

Meeting Date: February 21, 2012

Agenda Item# XIII - A

## AGENDA ITEM FORM

**TYPE OF AGENDA ITEM:**

- ☐ CONSENT AGENDA  
☐ PRESENTATION  
☐ ACTION ITEM  
☐ TOWN MANAGER & STAFF COMMENTS  
☐ PUBLIC HEARING  
☐ Duly Advertised

**PURPOSE OF ITEM:**

- ☐ INFORMATION ONLY  
☒ DISCUSSION ONLY  
☐ DISCUSSION AND/OR DECISION  
☐ Introduction ☐ Resolution  
☐ Ordinance ☐ Grant/MOU  
☐ By Motion ☐ Bylaws

**PRESENTER:** Debi Sandlin

**PRESENTER TITLE:** Director of Community & Economic Develop.

**AGENDA ITEM:**

Amending the Franchise Agreement to allow for an office user on the first floor of the Town Center office building

**BACKGROUND / SUMMARY:**

Bowman, a defense contracting company recently signed a lease for 4,000 square feet of office space on the first floor of the Town Center office building. They will be temporarily occupying space on the third floor until their tenant build-out is completed in early May. They will also be employing 20 people at this location. In order to move forward with their tenant build-out the Franchise Agreement with Mr. Singh needs to be amended to allow them to submit plans for their tenant buildout.

**ATTACHMENTS:**

**REQUESTED ACTION:**

☐ NO ACTION REQUESTED

**FOR MORE INFORMATION, CONTACT:** Name: Debi Sandlin

Phone#: 703-221-3400, ext. 140 E-mail: [dsandlin@dumfriesva.gov](mailto:dsandlin@dumfriesva.gov)

**FOR USE DURING MEETING**

**VOTE:**

☐ PASSED

☐ NOT PASSED

Y N

☐ ☐

Barr

☐ ☐

Jurgensen

☐ ☐

West

Y N

☐ ☐

Foreman

☐ ☐

Toney

Y N

☐ ☐

Forrester

☐ ☐

Washington



## DUMFRIES, VIRGINIA

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**TO:** Town Council  
**FROM:** Debi Sandlin, Director of Economic Development  
**DATE:** February 21, 2012  
**RE:** Amending Mr. Singh's Franchise Agreement to allow for allow for Bowhead Information & Technology Services to occupy space on the first floor of the Town Center office building

### SUMMARY

Mr. Singh recently signed a lease with Bowhead Information and Technology Services for 4,000 square feet of office space on the first floor of the Town Center office building. Bowhead will temporarily occupy space on the third floor until their tenant build-out is completed. He has requested an additional amendment to his Franchise Agreement so the company can move forward with their tenant build-out.

Staff was informed about Bowman after they had made their decision to locate in the Town and after they signed a lease to occupy space in the Town Center building on Main Street.

Bowhead Information & Technology Service (BITS) was established in 2003 and provides solutions to the federal government for comprehensive IT services. They support multiple federal agencies, including: the Departments of Defense, Transportation, Homeland Security and the Bureau of Indian Affairs.

The initial investment for their Dumfries location is estimated at \$250,000 and they plan to house 20 employees at this location.

### RECOMMENDATION

Staff realizes Mr. Singh agreed to attract retail establishments for the first floor of the Town Center building as stated in the original Franchise Agreement. Unfortunately due to the economy and market conditions, this location is not the right fit for retail, at this time.

Several prospective national/regional retail tenant representatives have been presented with and evaluated this location including Street Sense, Rappaport and NAI. Unfortunately the Town Center location has not scored favorably. The criteria they used to analyze this location are based on the demographics and economic conditions within a 2 mile radius to include:

1. Demographics and income potential
2. General appearance and upkeep of the vicinity
3. Potential of new residential development (customer base)
4. Commuter traffic in the vicinity - i.e. office/work space
5. Other flourishing retail space in the vicinity and income potential

6. Potential and growth in residents surplus income in the area
7. Other general economic conditions

Based on the lack of market demand at this time, staff recommends amending the Franchise Agreement to allow for office users on the first floor of the Town Center office building. The first floor of the Town Center building has sat empty for close to five years. With the recent increase in office users interested in locating in this building such as Succeed to Lead (tenant build-out is currently underway), and now Bowhead, the first floor will be almost completely built-out and occupied with tenants. Currently when people drive by this building the impression is the building is vacant. With Bowhead and Succeed to Lead occupying the first floor this will no longer be the case and both of these companies will contribute positively as corporate neighbors and to the Town's revenue base.